

PORT AND SOLID WASTE DEPARTMENT

Brown County

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DEAN HAEN

INTERIM PORT AND SOLID WASTE DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, July 23, 2012**
Clarion Hotel, 200 Main St., Green Bay, WI

1) The meeting was officially called to order by President McKloskey at 11:03 am.

2) Roll Call:

Present: President Neil McKloskey
Commissioner Bill Martens
Commissioner Tom Klimek
Commissioner Hank Wallace
Commissioner John Hanitz
Commissioner Greg Flisram

Excused: Vice-President Craig Dickman
Commissioner Bernie Erickson
Commissioner Ron Antonneau

Also Present: Dean Haen, Brown County P&SW
Mark Walter, Brown County P&SW



3) Approval/Modification – *Meeting Agenda*

A motion to approve the agenda was made by Hank Wallace and seconded by Tom Klimek. Unanimously approved.

4) Approval/Modification – *June 18, 2012 Meeting Minutes*

A motion to approve the minutes of June 18, 2012 was made by John Hanitz and seconded by Hank Wallace. Unanimously approved.

5) Service Award for Bill Marten

A service award plaque was presented to Bill Martens for more than 26 years of service on the Harbor Commission.

6) 2013 Budget – Request for Approval

The two main activities in the Port's budget are the Cat Island Restoration Project and the Closure of Renard Island. The Port's 2011 mission statement will be incorporated into the new budget for 2013. Included in the budget is a breakdown of the Port expenses and revenues. The policy initiatives summary is attached explaining the programs and services conducted through the Port. Within the Port's budget is a financial breakdown of the five month actuals and 12 month estimates that are then used to determine where the Port will be going into 2013. The budget is very similar to last year. Cat Island and Renard Island are driving use of restricted fund balances. Areas that increased the most are related to Cat Island. In 2012, Cat Island grant dollars helped pay for salaries in the Port. The Port has two pots of money that are funding the Cat Island project; the Harbor Dredging Fund in 2012 and the Harbor Fee Fund for 2013. For 2013, the Port is not going to budget any activities with Renard. Ron Antonneau had a prior discussion with Congressman Reid Ribble about funding projects within Brown County and Green Bay. Dean Haen will forward Commissioner Antonneau some information regarding Renard Island closure costs for when he meets with Congressman Ribble.

A motion to approve the 2013 Budget was made by Ron Antonneau and seconded by Hank Wallace. Unanimously approved.

7) Fund Balance Description Resolution – Request for Approval

Haen went over the Port section of the Fund Description Report and a resolution requested by the Finance Department to clearly document the fund descriptions, purpose and abilities associated with each fund. The Port has fund descriptions for Renard Island Maintenance, Harbor Fee, Harbor Dredging, and the 217 Harbor Fund.

A motion to approve the Fund Balance Description Resolution was made by Ron Antonneau and seconded by Tom Klimek. Unanimously approved.

8) Cat Island Chain Restoration Project

a.) GLRI Access Road Project - Update

Mark Walter explained that the contractor, Peter's Concrete, is ahead of schedule. The schedule is to have the project complete by September 8th, 2012. Peter's Concrete has constructed a base road approximately 900 feet out into the water of Green Bay out to Station 39+18. Peter's is in the process of putting armor stone from the end back towards land. They are up to Station 24+00, which is a little over 1,500 feet of the total 2,500 feet needed. A culvert was installed at station 30+00. The County's Construction Manager calculates that they have two to three weeks of work left. The Port's schedule has six weeks left so the project is well ahead of schedule.

b.) Cat Island Stone Bid – Update

The County has received three quotes from Daanen & Janssen, Peters Concrete, and Michels Materials for the stone on Cat Island. Michels was the low bid and will be the supplier for the stone. The Port is estimating that the project will cost less than the original \$28 million estimate if the next stone bid comes in at about the same costs.

c.) Cat Island Advisory Team Framework – Update

Ron Antonneau and Dean Haen worked together to establish how the Cat Island Advisory Team would work including what authorities it has, the initial membership, and the dissolution of the advisory team upon completion of the project.

9) Renard Island Construction - Update

The bid that is coming out for dredging will not pay the Port a tipping fee but in exchange the Corps' contractor will perform other duties for that same amount. Approximately 140,000 cubic yards of wet dredged material will be delivered to Bay Port while 140,000 cubic yards of dry material out of Bay Port will be placed on Renard Island for closure. Our closure needs at Renard Island are about 313,000 cubic yards.

10) Great Lakes Small Harbor Coalition - Update

This Coalition was created to seek out funds for dredging and to get the Federal Government to dredge the small harbors of the Great Lakes, locally includes the Suamico River. The Great Lakes Small Harbor Coalition has asked Brown County to pass a resolution supporting their coalition. PD & T has approved this resolution already.

11) 1445 Blysby Avenue - Update

The Port received permission from the Corp of Engineers and the DNR to fill the back six acres of the 1445 Blysby property. The Port will place clean fill in the area from a runway that the Airport is tearing up. This should be filled by October. Next year the budget will include expenses to put gravel and a culvert at the site.

12) Director's Report

A request from city of Green Bay asked the Port if there was anything that could be done about the vessel transits coming in during higher vehicle traffic times. Dean Haen responded to Mayor Schmitt that the Port would be willing to work with the City which would involve working with the industries that travel through the upper channel.

The WDOT Harbor Assistance Grant program awarded monies to Noble Petro, Inc., Green Bay, to improve their east side facility so they can move petroleum projects similar to what U.S. Venture is doing.

In April, the Harbor Commission sent a letter to the Green Bay City Attorney asking for the cell phone tower lease payments. The City's response back to the County was that the County Treasurer may owe the City money. At this time there is no resolution to the issue; President McKloskey will speak to Corporation Counsel.

13) Tonnage Report- Request for Approval

A motion to approve the tonnage report was made by Hank Wallace and seconded by Ron Antonneau. Unanimously approved.

14) Audit of Bills- Request for Approval

A motion to approve audit of bills was made by Tom Klimek and seconded by Ron Antonneau. Unanimously approved.

12) Such Other Matters as Authorized by Law

None at this time.

13) Adjourn

A motion to adjourn was made by John Hanitz and seconded by Hank Wallace. Unanimously approved. Meeting adjourned at 12:45 pm.

Neil McKloskey, President
Harbor Commission

Dean Haen, Interim Director
Port & Solid Waste Department